



Sacramento Metropolitan Fire District

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KURT P. HENKE
Fire Chief

BOARD OF DIRECTORS – ACTION SUMMARY Thursday, March 28, 2013 – 6:00 p.m.

City of Rancho Cordova City Hall-Council Chambers
2729 Prospect Park Drive
Rancho Cordova, California

CALL TO ORDER

The meeting was called to order by President Kelly. Board Members present: Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Wood. Director Scheidegger, absent. Staff: Fire Chief Henke, Board Clerk Tilson, General Counsel Lavra.

PLEDGE TO FLAG

METRO CABLE 14 ANNOUNCEMENT

The open session meeting is videotaped for cablecast on Metro Cable 14. Replay on Saturday, March 30, 2013 at 1:00 PM and Monday, April 1, 2013 at 6:00 PM on Channel 14; Webcast at www.sacmetrofire.ca.gov.

The open session meetings are also available for viewing on the District website at www.metrofire.ca.gov

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON THE AGENDA

CONSENT AGENDA:

1. Board Meeting Action Summary – March 14, 2013

- **Board Action:**
Goold/Jones—Approve the Consent Agenda. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Wood, AYE. Director Scheidegger, absent. Motion passed.

ACTION ITEM(S):**1. District Pay Scales—(Fire Chief Henke)**

- A two-page staff report was submitted with the District Pay Scales attached. The California Code of Regulations (CCR) Section 570.5 and amendments to Section 571, subdivision (b), adopted by the CalPERS Board of Administration on April 13, 2011, requires that the District's Pay Scale must be approved by the Board of Directors and be accessible and available for public review.
- The Board took action on March 8, 2012 adopting Resolutions 2012-52 and 2012-53. Section 4, Part B (Compensation) of the resolutions states "Senior Management Employees monthly salary shall be a flat monthly salary exclusive of all incentives, reflected on the District Pay Scale document." The "District Pay Scale" document referred to in Section 4, Part B was not provided in the board packet, but the new flat monthly salaries exclusive of all incentives were provided and approved by the Board in Closed Session for all Senior Management Employees. To be in compliance with CCR 570.5 and 571(b), CalPERS is requesting the Board of Directors approve the District Pay Scale that is referred to in Section 4, Part B of the approved Resolutions 2012-52 and 2012-53 in open session.
- Submitted for approval were the District's Pay Scales effective March 8, 2012, August 1, 2012 and September 18, 2012, with the changes tracked for review.
- The Pay Scale effective March 8, 2012 reflects the changes to the Safety and Non-Safety Senior Management as adopted in Resolutions 2012-52 and 2012-53 at the March 8, 2012 Board Meeting.
- The Pay Scale effective August 1, 2012 reflects the change to the Payroll Specialist position in which the pay rate was lowered to be consistent with the other Specialist positions. The position was vacant at the time.
- The Pay Scale effective September 18, 2012 reflects the addition of the pay rates for the Single Role Paramedic positions.
- Staff recommended the Board of Directors review and approve the submitted District Pay Scales.
- **Board Action:**
Jones/Clark—Approve the District Pay Scales. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Wood, AYE. Director Scheidegger, absent. Motion passed.

2. Extension of Sole Source Contract Award – Professional Consulting Services – APCO Worldwide, Inc.—(Deputy Chief Holbrook)

- A two-page staff report was submitted accompanied by the Agreement with APCO Worldwide, Inc. for an extension of the contract for consulting services.
- The District has worked with APCO since September 2010 on a number of public education and communication issues and it is in the best interest of the District to maintain their services under the District's sole source procurement process.
- APCO shall provide the Scope of Services for a retainer fee of \$15,000 to be billed at the beginning of the month. Should the amount of billed time exceed this retainer fee, APCO may bill for services rendered above the fee amount provided that the total amount billed during the contract term shall not exceed \$75,000.
- Staff recommended the Board of Directors authorize the three-month sole source extension of the current contract from April 1 – June 30, 2013 with APCO Worldwide, Inc. for professional consulting services.
- **Board Action:**
Goold/Orzalli—Approve the staff recommendation with a cap of \$75,000 for the 90 days. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Wood, AYE. Director Scheidegger, absent. Motion passed.

3. Resolution No. 2013-63 – Industrial Disability Retirement-- Retired Fire Chief Donald Mette—(Fire Chief Henke)

- The Board of Directors reviewed the medical and other evidence relevant to the alleged disability.
- Application for industrial disability retirement was filed with the Public Employees' Retirement System, effective December 24, 2009 and Donald Mette retired on a Service Retirement. On March 14, 2011 he filed for an Industrial Disability Retirement based on a workers' compensation claim filed on July 9, 2010.
- Findings and determinations were made that Donald Mette was not incapacitated within the meaning of the Public Employees' Retirement Law for the performance of his duties in the position of Fire Chief at the time of his retirement.
- Staff recommended adoption of the Resolution.
- **Board Action:**
Goold/Pierson—Approve the staff recommendation and adopt the resolution. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Wood, AYE. Director Scheidegger, absent. Motion passed.

4. Resolution No. 2013-62 – Department of Water Resources Flood Emergency Response Grant Application – Emergency Operations Plan Update—(Larry Davis)

- A one-page staff report was submitted. In 2006, the California Department of Water Resources (DWR) launched FloodSAFE California, a multi-faceted initiative to improve public safety through integrated flood management. Local agencies as first responders play a key role in management of the flood emergencies in their jurisdictions. The DWR Flood Emergency Response Grant Program was implemented to provide grant funding for local emergency responders to work with the DWR to improve local flood emergency preparedness and response.
- The Operations Division would like to pursue grant funding through the DWR Flood Emergency Response Grant Program for funds to update its Emergency Operations Plan (EOP). This grant program requires a Resolution from the board prior to submitting the application which is due April 4, 2013.
- The total cost for the proposed project is \$428,001. The cost includes a consultant and web based solution for the EOP update, salary and benefits for a District Company Officer for 12 months to serve as a project manager, 12 months of backfill coverage personnel costs, and a 5% grant administration fee. If the grant is awarded, all costs would be covered by grant funding.
- Staff recommended adopting the resolution and authorizing District staff to apply for grant funding through the Department of Water Resources Flood Emergency Response Grant Program.
- **Board Action:**
Goold/Jones—Adopt the resolution. Roll Call: Directors Clark, Goold, Jones, Kelly, Monk, Orzalli, Pierson, Wood, AYE. Director Scheidegger, absent. Motion passed.

PRESENTATION ITEM(S) None

PRESIDENT'S REPORT—(Kelly)

- Attended a birthday party last Saturday evening and saw some of the Senior Management staff and Director Pierson there. They surprised the Chief.

FIRE CHIEF'S REPORT—(Henke)

- April 3 – 11, 2013 – Attending Metro Fire Chiefs Conference in Phoenix, AZ – Acting Fire Chief Chris Holbrook in charge.
- April 13 – 17, 2013 – Cap-to-Cap – Acting Fire Chief Mark Wells
Attendees: Fire Chief Kurt Henke
Rusty Dupray
Larry Davis
Director Gay Jones
Director Randy Orzalli
Director Dave Pierson

California Metro Fire Chiefs

- April 2, 2013 – Hosting a Perspectives Workshop at Metro on the 201 / 224 transport issues for a variety of elected officials and representatives of counties, cities, and districts.

Events

- March 19, 2013 – He was a speaker at the Sacramento Association of Realtors Government Relations Committee Meeting.
- March 20, 2013 – Attended the Rancho Cordova 2 x 2 meeting
- March 21, 2013 – Attended the Approval Authority meeting in regards to grants. There is a total of \$1.1 million this year in grants for the entire County.
- March 25 – 29, 2013 – 43rd Annual California Fire Mechanics Academy at McClellan. The Banquet is this evening with Deputy Chief Cockrum attending in his place.
- March 26, 2013 – Deputy Chief Holbrook spoke in his place at the Arden-Arcade Rotary Luncheon
- March 27, 2013 – Met with Senator Jim Nielsen and conveyed District issues that we are concerned about moving forward.

Upcoming Meetings/Events

- March 29, 2013 – Negotiations with the United States Coast Guard in regards to the McClellan contract. Will keep the Board informed.
- March 29, 2013 – PG&E site visit with a presentation on plans for the Zinfandel Training Site in regards to a potential building partnership with them.
- April 1, 2013 – Single Role Paramedic Program 13-2 Academy starts
- April 12, 2013 – Sacramento Metropolitan Firefighters Association 2012 Retirement Dinner at the Croatian Center. This year the cost of the event has been split with funds coming out of the Fire Chief's Account. Encouraged the Directors to attend. Contact Brenda Briggs for details.
- April 23 – 24, 2013 – Command Staff Strategic Planning Workshop
- April 29, 2013 – Metro Fire Academy 13-1 starts

New Hires:

March 25, 2013 – Susan Ellis, Office Technician – Community Risk Reduction Division

Retirements:

- March 24, 2013 – Battalion Chief Bill Turner – 22 years of service.

Promotions:

- March 23, 2013 – Battalion Chief Mike Lozano

Recruitment:

- Single Role Paramedic Program Academy 13-2
 - Starts April 1, 2013
 - Up to 23 recruits (combination of Paramedics and EMT's)
- Metro Fire Academy 13-1
 - Starts April 29, 2013
 - Potentially up to 50 recruits
 - Originally 25, plus SAFER grant for an additional 24 recruits

OPERATIONS REPORT – Deputy Chief Holbrook**EMS –**

Statistics since the last Board meeting:

Metro Fire and AMR – 2,587 dispatches; transported 70% of the time.

Fire Incidents –

14 structure fires since the last meeting.

As Director Pierson requested, Metro Fire saved \$1,190,000 in personal property.

GENERAL COUNSEL'S REPORT—(John Lavra) None**LOCAL 522 REPORT: None**

COMMITTEE AND DELEGATE REPORTS:**Executive Committee—(President Kelly)**

- General Counsel Lavra stated the Committee met this evening at 5:00 p.m. Discussed the Board Clerk's evaluation process in Closed Session. No action was taken. Anticipate bringing this issue to the full Board in Closed Session at the next Board meeting.

Communications Center—(DC Cockrum)

- Next Meeting: April 30, 2013 – 9:00 AM
Cosumnes CSD Board Chambers
8820 Elk Grove Boulevard
Elk Grove, CA

California Fire & Rescue Training Authority—(Kelly)

- Next Meeting: June 12, 2013 – 2:00 PM
Location: 9320 Tech Center Drive
Sacramento, CA

Finance Committee—(Scheidegger)

- Next Meeting: April 11, 2013 – 5:00 PM

Policy Committee—(Pierson)

- Held on an as-needed basis.

BOARD MEMBER QUESTIONS AND COMMENTS:**Monk:**

- Appreciated the continued hard work of Larry Davis and the entire staff for the grants we are receiving in a lot of different areas. It certainly helps with the District's budgeting.
- Extended thoughts and prayers to Battalion Chief Kastros for his continued road to recovery.

Wood:

- Appreciated the time and effort that Deputy Chief Holbrook, Assistant Chief Taylor, and Battalion Chief Siler took last Tuesday when he was provided with a tour of Operations. It was very educational.

Jones:

- Thanked Deputy Chief Holbrook for assisting in preparation for some community meetings in her area to get Metro representatives out to a lot of local communities and answer any questions and receive input.
- Attended a training session by Sacramento County for the Community Advisory Councils that give advisory comments to the Board of Supervisors on land use decisions.

- The 2 x 2 Committee meetings with the City of Rancho Cordova continue to be excellent with a high caliber professional level exchange of information and mutual support.

Clark:

- Wished everyone a Happy Easter.

Goold:

- In a couple of weeks, the District is starting to have open houses in our fire stations and encouraged everyone to attend one of these and get to meet the men and women who are doing the jobs in your area. Check out the District website for the dates and further details.

Orzalli:

- Complimented the staff on the documents presented tonight, particularly the line that reads in regard to the District Pay Scale, "Senior Management Employees monthly salary shall be a flat monthly salary exclusive of all incentives reflected on the District Pay Scale document." We have come into a model of transparency and clarity to help answer questions that anyone may have.
- Things are moving forward on the Public Safety Foundation. Looking forward to our meetings with not only the folks from the Lucas Device but also the medical community in Sacramento which has expressed significant interest in looking at what we are trying to do in bringing the Lucas Device to Sacramento.

Kelly:

- Happy Easter.
- Hoped that Battalion Chief Kastros is able to rejoin the staff again and continue to make the great contributions to Sacramento Metro Fire as he has done in the past.

Attorney John Jensen – Don Mette Industrial Disability Retirement Application

- Prior to recessing to Closed Session, Attorney John Jensen representing Don Mette and his industrial disability retirement (IDR) application stated he wrote a letter for Board consideration in Closed Session. He stated medical reports were produced to the standard of the Public Employees' Retirement Law. A medical report by a doctor which the Board has previously used determined that Mr. Mette is entitled to industrial disability to the standard of the Public Employees' Retirement Law prior to his service retirement. He asked the District to review the detailed information provided by Dr. Scott Anderson which the Board has previously accepted. He looked at the resolution presented for denial and didn't think there is any evidence to support a denial of the IDR because the evidence in the medical reports in front of the Board is clear that Mr. Mette is entitled to the IDR.

CLOSED SESSION 6:10 PM

[Taken Out of Order after the Consent Agenda]

RECONVENE TO OPEN SESSION 6:35 PM

Report by General Counsel Lavra:

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to California Government Code Section 54956.9(a) – One (1) matter of Industrial Disability Retirement

- A. Don Mette and the Sacramento Metropolitan Fire District
Claim #SMDF-537349 Industrial Disability Retirement—(Fire Chief Henke)

No action was taken.

ADJOURNMENT –The meeting adjourned at 7:02 p.m.

Matt Kelly, President

Grant B. Goold, Secretary

Charlotte Tilson, Clerk of the Board